EEPC Meeting Minutes

August 26, 2016

Called to Order: 2:09 pm

Adjourned: 2:52 pm

1. Call to Order
2. Roll Call

a. Present: Paolo Arguelles, Megan Chang, Nicholas Duncan, Isabelle Garcia, Hannah Hsieh, Jessica Hsueh, Alexis Kam, Jalen Langie, Jackie Lin, Richard Maddox, Elizabeth Metzler-Winslow, Gwen Ostergren, Sakib Shahriar, Zack Sercel,

Unfinished Business

1. Dr. Maddox’s Notes
	1. Responding to emails – Read and respond promptly to his emails
	2. Possibly new furniture in the EEP lounge
	3. Keeping organized – Organize storage
	4. Serving the students – our entire mission should revolve around EEP students, not financial gain
2. Maintaining student organization recognition
	1. Currently recognized by A.S.I, so must attend meetings on Sept 6, 3 pm, Sept 22, Oct 14
3. Revisit past events (Beach day, bowling night, etc.)
	1. Beach Day
		1. Pros: Root beer float bar, type of food
		2. Cons: Cost of foods
		3. Solution: Keep better of track of how many people are going to each event
	2. Bowling Night
		1. Complaints: dietary restriction, not enough utensils
		2. Solutions: Keep a list of people with dietary restrictions
4. EEPC dues – enforce paying dues
	1. $75 per year
	2. Incentives: tutoring, events
		1. Consider having Honors College students tutor EEPsters
	3. Try other forms of fundraisers
	4. EEPC needs to track who paid for what event
5. Back-to-school potluck
	1. August 31, 2016 from 11:00 am – 1:00 pm
	2. Have a root beer float station
	3. Send out forms for food sign up
	4. Talk to food services
	5. Start advertising immediately, class presidents need to email their peers
	6. EEPC provided food: 3 pizzas from Costco, ice cream (cookies and cream), soda
6. Fright Night
	1. Location options: Haunted Hay Ride
	2. Keep researching: within 40 minutes of CSULA, no touching allowed
	3. Party: either at EEP lounge or at someone’s house; or rent a room in the USU, if showing a movie (USU), you need a movie permit
7. Yearbook
	* 1. Students directly pay the company
		2. Send out an email to parents
		3. Send out an email to students
8. Company Information
	1. Picaboo Yearbooks
		1. Online storefront, so no need to handle selling yearbooks
		2. Order any amount – order extra in case students forget to order
	2. Yearbook Features and Information –
		1. 2­3 Week Processing Period
		2. 90 pgs., Hardcover, $36.49 per book
		3. 4 Customizable Pages in the back – so people can personalize and add pictures
		4. QR code function to add links to the yearbook DVD
		5. Contributor features – Allows anyone to upload photos that they want to see on the yearbook
		6. Feature to automatically generate class photos
	3. Pictures
		1. Possibly set up a studio in the library, Duncan volunteered to bring lighting equipment
		2. Dates - 9/6/16 (3rd Week Tuesday), 8:30am ­ 12:00pm and 1:40 pm – 3:25 pm; and, 9/7/16 (3rd Week Wednesday): 1:30pm ­ 3:00pm; 4:00pm ­ 6:00pm
		3. Location: Loading Dock, King Hall – if you prefer a different background than the brick wall, let the yearbook chairs know
			1. Additional make-up days if necessary
			2. Encourage students to come in to take photos, instead of using their own filtered pictures
	4. Promotion/Advertisement
		1. Have PR chairs make flyers and have them posted around the lounge by Monday, the 2nd Week? – agreed, don’t be Monday Aug. 29
		2. Have class presidents email their peers – agreed

New Business

1. Strategies to obtain more chaperones
2. Feed the chaperones
3. Send out emails about life scan and its process (its free at CSULA)
4. Thank chaperones after they volunteer